

ASBESTOS POLICY



POLICY/PROCEDURE/STRATEGY:	ASBESTOS POLICY
DATE APPROVED:	JANUARY 2026
EXPIRY DATE:	JANUARY 2029
OWNER:	HEALTH AND SAFETY MANAGER
APPROVAL ROUTE:	HEALTH & SAFETY COMMITTEE

Asbestos Policy

1. Purpose

- 1.1. Teign Housing has a legal duty to manage asbestos in non-domestic premises under the control of Asbestos Regulations 2012. The regulations apply to all commercial buildings and the 'common parts' of multi-occupancy domestic premises, such as purpose-built flats.
- 1.2. The legal duties to manage Asbestos within domestic properties falls under the Housing Act 2004 and the Housing Health and Safety Rating System (England) Regulations 2005
- 1.3. This policy sets out how Teign Housing will manage Asbestos throughout the organisation and should be read in conjunction with the supporting Asbestos Management Procedure and related protocols which underpin the delivery of this policy.

2. Scope

2.1. This policy applies to:

- All domestic and non-domestic properties owned or managed by Teign Housing.
- Teign Housing and Templer HomeBuild Staff
- Contractors undertaking work on behalf of Teign Housing and Templer HomeBuild

2.2. This policy does not apply to:

- The private domain of leasehold properties unless it is specified within the terms of the lease that Teign Housing retains responsibility.

3. Associated Policies and Procedures

Asbestos Management Plan

Mutual Exchange Policy

4. Policy

- 4.1. Teign Housing will ensure compliance with all legal requirements relating to the management of Asbestos within our property portfolio to ensure that reasonable steps are taken to prevent our customers, employees, contractors, private owners and third parties being exposed to asbestos fibres. We will control the risk from asbestos by maintaining an up-to-date Asbestos Register for all properties we are responsible for.
- 4.2 We will arrange for a management plan to be prepared on our behalf showing the location of all Asbestos Containing Materials (ACMs), how they will be managed to prevent exposure to asbestos including to contractors and other workers who may carry out work on the fabric of our buildings that could disturb ACMs.
- 4.3 To ensure safe and compliant management of asbestos, Teign Housing commissions all asbestos-related works to competent external contractors. This includes sampling, removal, encapsulation, and any remedial activity involving Asbestos Containing Materials (ACMs). We do not undertake asbestos works directly and will only engage contractors who meet the competency requirements set out in the Control of Asbestos Regulations 2012.
- 4.3. We will carry out appropriate asbestos surveys including management(routine), refurbishment (pre-works), and demolition (pre-clearance) surveys during voids, planned works, and responsive repairs to identify and assess the presence and condition of asbestos-containing materials (ACMs) in properties covered by this policy.
- 4.4. We will manage the risk from asbestos in our non-domestic premises by instructing that re-inspection of all low, medium and high-risk asbestos be carried out in accordance with the following timescales.

- Very low risk and low risk - 2 years
- Medium & High risk – every 6 months
- Where possible we will remove high risk asbestos.

4.5. In domestic/residential properties to ensure the safety of our residents we will remove high risk ACMs.

4.6. We will manage the risk of asbestos in our residents' properties by instructing re-inspections of all low, medium and high-risk asbestos in accordance with the following timescales.

- Very low risk and low risk – 5 years
- Medium risk – 6 months

5. Information for Residents

5.1. Teign Housing is committed to ensuring residents are informed about asbestos-related risks and the measures in place to manage them safely. We will provide asbestos information at the following key touchpoints:

- New tenancy packs: A copy of the most recent asbestos report will be included where relevant, to inform incoming residents of any known asbestos-containing materials (ACMs) in their home.
- Mutual exchanges: Residents participating in mutual exchanges will receive a copy of the asbestos report for the property they are moving into.
- Successions: Where a tenancy is succeeded, the incoming resident will be provided with asbestos information relevant to the property.
- During planned works or responsive repairs: Residents will be notified in advance if works may disturb ACMs, including details of safety precautions and contractor arrangements.
- Upon request: Residents may request information about asbestos in their property, including survey results and management plans, subject to data protection and regulatory constraints.

5.2. All communications will be clear, accessible, and tailored to the needs of the resident, in line with Teign Housing's Equality and Diversity commitments.

6. Record Keeping

- 6.1. We will retain all information relating to the management of asbestos in our buildings for the lifetime of the premises or until the building has been confirmed as asbestos free. This policy, the management plan and management surveys will be kept up to date in accordance with the requirements of CAR 2012.
- 6.2. We will maintain a record of any employee (within their employment file) who may have been exposed to asbestos fibres during his or her employment with the company. These records will be retained for 40 years in accordance with CAR 2012

7. Ongoing Competence and Capability

- 6.1. We will ensure that a suitably trained person with a BOHS P405 Management of Asbestos in Buildings qualification is appointed to manage asbestos on behalf of Teign Housing, and that they are provided with adequate resources, skills, training, and authority to complete the role.
- 6.2. Ensure that suitable methods of communication are in place to communicate the asbestos management plan to those who may be affected. E.g. customers, contractors, private owners, third parties and employees.
- 6.3. Licensed Asbestos Contractors will be used for any work involving Asbestos Containing Materials (ACMs) where required by the Control of Asbestos Regulations 2012. This includes removal, encapsulation, and any other activity that falls within the scope of licensed work.
- 6.4. We will provide Asbestos awareness training to Teign Housing staff appropriate to their role.
- 6.5. Contractors must provide Teign Housing with proof of asbestos awareness training for relevant staff, in accordance with Regulation 10 of the Control of Asbestos

Regulations 2012. Where contractors are undertaking work on or the removal of Asbestos Containing Materials (ACMs), they must also provide evidence of appropriate task-specific training, including non-licensed or licensed asbestos work training, as applicable.

7. Emergency Procedures and Incident Reporting

1. We will ensure that suitable arrangements are in place to deal with accidents incidents and emergencies. We will ensure that robust arrangements are in place to respond effectively to any asbestos-related accidents, incidents or emergencies.

- 7.2. All asbestos-related incidents will be recorded in our incident reporting system. Incidents will be investigated to identify root causes and determine preventative actions. Investigations will be carried out by suitably qualified staff or external experts, where necessary, to ensure appropriate technical oversight and regulatory compliance.

- 7.3. Any breaches of this policy, incidents of asbestos exposure or related diseases will be reported immediately in line with Teign Housing's incident escalation process. This includes to the Health and Safety Manager and Head of Asset Management and Development and where appropriate, the Health and Safety Executive (HSE) in accordance with statutory reporting requirements.

8. Governance and Assurance

- 8.1. Compliance with this policy Reported to the Health and Safety Committee and the Board Quarterly.

- 8.2. Key performance indicators will be reported in the monthly compliance scorecard.

- 8.3. We will undertake annual internal audits as part of our Total Quality Management (TQM) approach. These audits will cover asbestos-related policies, procedures, survey data, and operational controls to ensure consistency, accuracy, and continuous improvement. In addition, an independent external technical audit will be carried out on 10% of our asbestos surveys annually to provide assurance of technical accuracy and regulatory compliance.

9. Review:

9.1. This policy will be reviewed annually by the Health and Safety Manager in consultation with all key stakeholders, or sooner in response to significant changes in legislation, risk profile or organisation structure. Lessons learnt from incidents, audits and external inspection will inform our policy updates.

10. Equality and Diversity

10.1. Teign Housing will apply this policy consistently and fairly and will not discriminate against anyone based on any relevant characteristics, including those set out in the Equalities Act 2010.

10.2. Teign Housing will carry out an equality assessment in line with our policy.

11. Relevant Legislation

- Control of Asbestos Regulations 2012
- Construction (Design and Management) Regulations
- Defective Premises Act 1972
- Health and Safety at Work Act etc 1974
- Homes (fit for human habitation) Act 2018
- Housing Act 2004
- The Housing Health and Safety Rating System (England) Regulations 2005
- The Environmental Protection Act 1990